

**DEPARTMENT OF THE ARMY  
US ARMY GARRISON, ABERDEEN PROVING GROUND  
ABERDEEN PROVING GROUND, MARYLAND**

**NONAPPROPRIATED FUND POSITION ANNOUNCEMENT**

**NAF VACANCY ANNOUNCEMENT #OC24-01**

**OPEN: 13 OCTOBER 2000**

**NO CLOSING DATE**

**POSITION TITLE, SERIES, GRADE & PAY: GARDENER (TRACTOR OPERATOR),  
NA-5003-06, (See Current Pay Schedule for NA, NL & NS, Crafts & Trades)**

**LOCATION: IMWRF, Golf Courses, Aberdeen and Edgewood areas, US Army Garrison,  
Aberdeen Proving Ground, Maryland**

**TYPE OF APPOINTMENT: Regular Full-time, Regular Part-time, Flexible or Limited  
Tenure depending upon the need at the time position is filled. Work schedule may be  
Regular, Irregular or Rotating. Conversion from a flexible or Limited Tenure  
appointment to a Regular Full-time Regular Part-time may be made non-competitively.**

**BRIEF DESCRIPTION OF DUTIES: Performs seasonal gardening tasks such as  
fertilizing, preparing seedbeds, transplanting, laying sod, aerating, pruning, trimming and  
applying chemical to plants according to directions. Inspects for obvious plant diseases  
and insects such as molds, blight, leaf miners, slugs, etc. Operates a variety of hand and  
powered-operated garden tools and equipment. Operates a gasoline or diesel powered  
field-type tractor and attached or towed equipment with four wheels and up to eight  
forward gears. Operates and maneuvers both tractor and equipment in confined areas.  
Make judgements concerning equipment such as weight and balance of a backhoe and its  
load. Drives trucks up to and including 1-ton capacity to transport personnel, equipment  
and materials.**

**QUALIFICATION REQUIREMENTS:**

- Knowledge of standard plants and gardening practices and procedures.**
- Must possess experience and/or training which demonstrates the skill, knowledge and  
ability to do the work of the position without more than normal supervision.**
- Skill in handling the controls for starting, stopping, backing and driving the vehicle and  
how to use additional forward speeds and driving wheels and be skilled in using the  
controls such as buttons, pedals, levels, etc., to control equipment.**
- Skilled in using bakes and gearshifts controls when going down steep grades to maintain  
control of the heavier vehicles loads.**
- Must be able to use know judgement concerning loading, clearances, turning radius,  
braking and distance from the other vehicles.**

**NAF VACANCY ANNOUNCEMENT #OC24-01 (CONTINUED)**

**Physical Requirements:** Physically capable of lifting supplies and materials up to 100 pounds; frequent arm and leg movement and exposure to pollen and chemical fumes, weather extreme and possible cuts and bruises.

***CONDITION OF EMPLOYMENT:***

*Direct Deposit: As a condition of employment, candidates appointed, competitively promoted or reassigned are required to enroll and participate in Direct Deposit/Electronic Funds Transfer within 60 days following the effective date of that action.*

**INSTRUCTIONS TO APPLICANTS:** Application forms (DA Form 3433, in detail) for current nonappropriated fund (NAF) employees at US Army Garrison, Aberdeen Proving Ground, Maryland; with a concurrent recruitment from all sources are available at the Civilian Personnel Office, NAF Branch, building 305, lower level, Aberdeen Proving Ground, Maryland.

**NOTE:** To receive Veteran's Preference, a copy of your DD 214 must be furnished. To receive Spouse Employment Preference, you must furnish a copy of your spouse's PCS orders. Refusal by the spouse to participate in established recruitment procedures (i.e. Interview, Knowledges, Skills and Abilities where required, etc.) is considered a declination of employment and is a basis for termination of Spouse Employment Preference for the current PCS of the sponsor.

**EQUAL OPPORTUNITY:** Department of the Army NAF provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the serving NAF Civilian Personnel unit. Requests for reasonable accommodation are made on a case by case basis. Consideration for placement and evaluation of qualifications will be made on a fair and equitable basis without regard to race, sex, creed, national origin, religion, color, lawful political or other affiliation, marital status, physical handicap, age, membership or non-membership in an employee organization.

**STATEMENT OF WHISTLEBLOWER PROTECTION:** Nonappropriated fund employees and applicants will be free from reprisal in making protected disclosures and the confidentiality of employees and applicants making such disclosures will be protected. Any civilian employee or applicants of a nonappropriated fund instrumentality who reasonably believes that a personnel action (including failure to take such action) was taken as reprisal for making a protected disclosure may file a complaint with DOD Inspector General. Such a complaint may be filed by calling the DOD Hotline toll-free (800) 424-9098 or COM (703) 693-5080 or DSN 223-5080 or by letter addressed to DOD Hotline, The Pentagon, Washington, DC 20301-1900.

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